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STATE PROCUREMENT OFFICE
NOTICE OF AND REQUEST FOR EXEMPTION
FROM CHAPTER 103D, HRS

STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer

2. FROM: DLNR/DAR

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction:

Fuel for NOAA research vessel small boat operations for an educational cruise run by the Humpback Whale Sanctuary.

4. Name of Vendor: Kealohalani Fuel Transport

Address: 91-080 Hanua St.
Kapolei, HI 96707

5. Price:

\$667.54

6.

Term of Contract:

From:

To:

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:
Fueling at any gas station is not practical for the Sanctuary vessel because the primary vessel operators are federal employees and have no state purchase card to buy the gas. It is also not practicable because the vessel is kept in the water and is not able to be pulled out and taken to a select gas station. The Kealohalani Fuel station was the best location from which to get fuel during this educational cruise. The Sanctuary is co-managed between the State and Federal government. All fuel purchases will be made using 100% federal funds under the contract between DLNR-DAR and NOAA (acct code 952).

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

This fuel purchase will be made with 100% federal funds from NOAA under contract. The vendor was chosen based on location and practicality.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

The Sanctuary operations coordinator will be overseeing the fueling purchases. A PO will be established with Kealohalani Fuel Transport to purchase fuel. The PO will be approved by the DAR Program Manager and DLNR Chairperson.

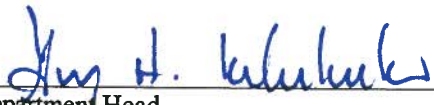
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:			
Name	Position	Involvement in Process	
Sarah Courbis	Operations Coordinator	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Robert Nishimoto	Program Manager	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Brian Kanenaka	Aquatic Biologist	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
William Aila	Chairperson	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Elia Herman	Sanctuary Co-Manager	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration

13. Direct inquiries to:	Department: DLNR/DAR Contact Name: Sarah Courbis Phone Number: 808-485-9734 Fax Number: 808-587-0115
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Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*


 Department Head

10.11.11
 Date

Reserved for SPO Use Only	
15. Date Notice Posted <u>10/17/11</u>	
The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to: <div style="margin-left: 100px;"> Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119 </div>	
Chief Procurement Officer's comments: <div style="margin-left: 40px;"> This request is disapproved as it lacks sufficient justification and SPO staff's request for additional information have remained unanswered. </div>	

16. ☐ APPROVED ☒ DISAPPROVED ☐ NO ACTION REQUIRED

 11/10/2011
 Chief Procurement Officer Date